



CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

APPLICATION FOR CARAVAN SITE LICENCE

I/We hereby apply for a Licence under the Caravan Sites and Control of Development Act 1960 to use the land described below and shown on the attached plan (see note below) as a site for caravans to be used and laid out as specified below.

Applicant Details	
Full Name and Address of Applicant(s)	
Contact Telephone Number & Email address	
Details of Site for which Licence is Required	
Name of Site	
Address of Site	Tel No:
Acreage of Site	
Applicants interest in the land (give particulars of lease or tenancy, if any)	
Has the applicant held a site licence which has been revoked at any time the last three years? If YES please provide details.	YES / NO
State type of caravan site for which the site licence is required	Residential Static Holiday Touring Caravans Tents Touring Units (caravans & tents)
If seasonal, please specify the dates in each year	From To
For touring caravans only, please specify the dates in each year	From To

Refuse/Waste Disposal			
State what arrangements are in place for refuse disposal			
State what arrangements are in place for sewage disposal			
State what arrangements are in place for waste disposal			
Electricity Supply			
Does each caravan have its own electrical supply?	YES / NO		
Are there electricity hook-ups available for the touring caravans/tents?	YES / NO		
If YES how many?			
Do you have an NICEIC/IEE Certificate? (please enclose copy)	YES / NO		
Toilet Facilities			
Does each static caravan have its own WC, Shower and wash hand basin?	YES / NO		
Please state the number of facilities available for general site use		Male	Female
	W.Cs		
	Showers		
	Wash Hand Basins		
	Hot & Cold Water to Wash Hand Basins		
	Urinals		
Number of Chemical Closet Disposal Points			
Do you have a water tap for cleaning closets?	YES / NO		
Do you have laundry facilities?	YES / NO		
Foul Water Drainage			
Which of these relate to your site?	Sewer <input type="checkbox"/> Septic Tank <input type="checkbox"/> Cesspool <input type="checkbox"/>		
If you have a Septic tank, where does is discharge?			
If you have a Cesspool, who empties it and how often?			

Water Supply	
How many water points do you have?	
What is the average distance from the caravans?	
If no supply of drinking water on the site, state the nearest supply and its distance from the site	
Are gullies present at the water point(s)?	YES / NO
Are soakaways present at the water point(s)?	YES / NO
Fire Points/Extinguishers	
How many fire points are on the site?	
What is the average distance of the Fire Points from the caravans?	
Please state the number and types of fire extinguishers you have on site	
Please state the number and type of fire hoses you have on site	
Planning Permission	
Has Planning Permission been obtained from the local planning authority?	YES / NO
If YES state: Planning Permission No. _____ Date of Permission: _____ Issuing Authority: _____ Date of expiry (if any) _____	
If NO, has permission been applied for?	YES / NO
If planning permission has been applied for, please state:	Date of application _____ Planning Ref No. _____
The Following Questions are for Caravan Sites already in use on or before 9th March 1960, without Planning Permission from the Local Authority	
Is it claimed that the site has "existing use rights" and does not require permission?	YES / NO

Was the site in use as a caravan site: a) on 9 th March 1960 b) on 29 th August 1960 c) at any other time since 9 th March 1958	a) YES / NO b) YES / NO c) YES / NO
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If YES to any of the above, when?	_____
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Section 4 – Declaration

I/We confirm that the details supplied in this application are true to the best of my/our knowledge and belief.

Signed Dated:

Capacity:

Signed Dated:

Capacity:

If correspondence is to be sent to an alternative address or agent, please detail below

Checklist – Please Enclose The Following With Your Application

- Copies of any planning permissions relating to numbers on site and occupation dates
- Site layout plan to a scale of not less than 1:500 showing:
 - * Roads and footpaths
 - * Foul and surface water drainage
 - * Fire points
 - * Water supply
 - * Toilet blocks/stores/other buildings
 - * Recreation spaces
 - * Parking spaces

and where applicable:

- Electrical certification
- Emergency Lighting certification
- Fire fighting equipment certification